

IMPORTANT INFORMATION

• TIMELINE

- Thursday 13th April** ENROLMENT PACKS - to parents
- Friday 26th May** Last Day for Enrolment Forms (ED176) to be returned to primary school
- Friday 2nd June** All Special school offers have been made to parents by this date
- Friday 18th August** Acceptance Packs – to parents
- Monday 16th October** Waiting Lists activated by high schools (Term 4 Day 1)
- Friday 1st September** Due date - Request for Review of Application to Out of Zone School

- **Out of zone / district** – If you **Do Not Want your child to Attend the school that they have been allocated to.** – see note attached.

Proof of Residence – if you have recently moved, or if you move after the enrolment process - you must provide proof of residence. See Sue for more information.

- If you are the owner/occupier – a copy of the contract of sale for the property or a recent council rates notice, and a recent gas or electricity bill for that property.
- If you are renting, a rental agreement and a bond receipt lodged with Consumer and Business Services showing the current place of residence – the rental must show it is for the first 12 months the child will be attending the school and a recent gas or electricity bill for that property.

- **Separated / divorced parents** – every effort must be made to have both parents sign the enrolment form unless there are custody papers in place to the contrary. See Sue for further information.

- **Siblings – including step siblings** - Are guaranteed placement at the same school. - See note attached.

☆ **Student ID – of sibling attending the high school** must be copied and attached to the enrolment form.

- **Applications for a Non Government School** – fill out section 5 - This indicates that your child has been accepted at the Non Government School and a place will not be held in a Government School for them. See Sue if you have any questions. If you have applied for a government school and still wish to have a place kept at a government school.

- **Birth Certificate** – Please include your child's birth certificate as proof of name with the Enrolment form. All students will be enrolled at the high school by their Birth name unless legally changed. If your child has changed their surname, please include the change of name document.

- **Aboriginal & Torres Strait Islander Students** – to take advantage of your right to attend any high school you wish - fill out the **ENTER FOR SUCCESS form** in the enrolment pack and return with your application to the front office, East Para Primary School. See Sue for more information.

If you have any questions, please drop in or phone me at the front office for information. I will be at the school during the first week of the holidays then not available until Week 2 Term 2.

Sue Legierski Year 7/8 Enrolment Coordinator